

SCHOOL IMPROVEMENT PLAN

2012-2017

Hertford County Middle School

Grade Levels Served: 7th - 8th

Hertford Public Schools

Principal

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Prepared by

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Standards Assessment Report

Hertford County Middle School
2012-2013

Year 1 of 5

| Standard/ Indicator | Indicators | Not Evident | Emerging | Operational | Highly Functional |
|------------------------|--|-------------|----------|-------------|----------------------|
| 4.1 | Qualified professional and support staff are sufficient in number to fulfill their roles and responsibilities necessary to support the school's purpose, direction, and the educational program. | | | | |
| 4.2 | Instructional time, material resources, and fiscal resources are sufficient to support the purpose and direction of the school. | | | | |
| 4.3 | The school maintains facilities, services, and equipment to provide a safe, clean, and healthy environment for all students and staff. | | | | |
| 4.4 | Students and school personnel use a range of media and information resources to support the school's educational programs. | | | | |
| 4.5 | The technology infrastructure supports the school's teaching, learning, and operational needs. | | | | |
| 4.6 | The school provides support services to meet the physical, social, and emotional needs of the student population being served. | | | | |
| 4.7 | The school provides services that support the counseling, assessment, referral, educational, and career planning needs of all students. | | | | |
| 5.1 | The school establishes and maintains a clearly defined and comprehensive student assessment system. | | | | |
| 5.2 | Professional and support staff continuously collect, analyze, and apply learning from a range of data sources, including comparison and trend data about student learning, instruction, program evaluation, and organizational conditions. | | | | |
| 5.3 | Professional and support staff are trained in the evaluation, interpretation, and use of data. | | | | |

Standards Assessment Report

Year 1 of 5

Hertford County Middle School
2012-2013

| Standard/ Indicator | Indicators | Not Evident | Emerging | Operational | Highly Functional |
|------------------------|---|-------------|----------|-------------|----------------------|
| 5.4 | The school engages in a continuous process to determine verifiable improvement in student learning, including readiness for and success at the next level. | | | | |
| 5.5 | Leadership monitors and communicates comprehensive information about student learning, conditions that support student learning, and the achievement of school improvement goals to stakeholders. | | | | |

This section of the school improvement plan is devoted to a brief description of the school's process for defining its vision, mission, and beliefs. The remainder of the plan is driven by the basic philosophies expressed herein.

School's Process for Defining Vision, Mission, and Beliefs

The HCMS staff came up with a list of possible missions and visions at a staff meeting. The assistant principal compiled this list and emailed it to all staff members who later voted on a mission and vision that would govern the educational program at HCMS.

Date of Staff Consensus: April 4, 2012

Vision

It is our vision that we establish a school where:

- a. All students will be provided with learning opportunities
- b. Effective teaching and learning is ongoing
- c. Students' achievements are celebrated
- d. Students respect themselves, their peers, and adults
- e. Students take responsibility for their actions
- f. Students demonstrate pride in their school.

Mission

The mission of Hertford County Middle School is to provide highly engaging instructional programs that will allow all students to be globally competitive citizens.

Beliefs

It is our belief that all students can demonstrate success when provided with a nurturing, yet challenging environment.

Goals

Hertford County Middle School 2012-2017

| GOAL | DESCRIPTION |
|------|--|
| 1 | Hertford County Middle School will produce globally competitive students to increase student achievement. |
| 2 | Hertford County Middle School will utilize resources to maximize results. |
| 3 | Hertford County Middle School will teach students how to be healthy and responsible. |
| 4 | Hertford County Middle School will implement comprehensive parent, family, and community involvement programs. |
| 5 | Hertford County Middle School will maintain a student growth-centered accountability system. |

Objectives

Hertford County Middle School

2012-2017

| Objective | DESCRIPTION |
|------------------|--|
| 1.1 | To have at least 80% of students demonstrate proficiency on the Common Core State Standards Assessment by the end of the 2012-2013 school year. |
| 2.1 | To increase the effective use of school resources by at least 50% for all staff and students by the end of the 2012-2013 school year. |
| 3.1 | To provide students with healthy foods and a wealth of knowledge that will help them make well informed lifestyle decisions by the end of the 2012-2013 school year. |
| 4.1 | To increase the number of parents by 20% who are involved in the decision making process at our school by the end of the 2012-2013 school year. |
| 5.1 | To ensure students are able to monitor their progress on benchmark assessments with 100% accuracy by the end of the 2012-2013 school year. |

| Strategies | Description |
|-------------------|---|
| 1.1.1 | All level 1 reading students will attend reading elective class to increase phonemic awareness and reading comprehension skills. |
| 1.1.2 | All core teachers will remediate high level 2 and low level 3 students in reading, math and science for 30 minute sessions each day. |
| 1.1.3 | All staff will attend professional development aligned with Common Core State Standards. |
| 2.1.1 | Teachers will utilize technology to enhance instruction. |
| 2.1.2 | Teachers will attend training several times each month on best practices through the use of technology. |
| 2.1.3 | Teachers will include informational texts in lesson plans to help students think more critically. |
| 3.1.1 | Students will attend health classes each semester to learn about healthful living. |
| 3.1.2 | Cafeteria staff will prepare and serve foods that are approved by the United States Food and Drug Administration. |
| 3.1.3 | Students will be required to participate in physical activities during Physical Education class. |
| 4.1.1 | Host a Back-to-School Extravaganza annually for staff, parents, and business owners in the community to build sustaining relationships. |
| 4.1.2 | Invite parents to join the Parent, Teacher, Student Organization team. |
| 4.1.3 | Utilize Alert Now Messaging System to keep parents informed about different events at school. |
| 5.1.1 | Teacher will progress monitor students performance and remediate/accelerate lessons as indicated by student data on benchmark and teacher made assessments. |
| 5.1.2 | Students will monitor their individual progress after each benchmark using a progress monitoring chart. |
| 5.1.3 | Teachers will be partially evaluated based on student growth using the Teacher Evaluation Instrument. |

Action Plan

Hertford County Middle School
2012-2017

Goal 1: Hertford County Middle School will produce globally competitive students to increase student achievement.

Objective 1.1: To have at least 80% of students demonstrate proficiency on the Common Core State Standards Assessment by the end of the 2012-2013 school year.

| Strategies | Monitoring Dates | Resources Required | Persons Responsible | Means of Evaluation |
|--|--|--|--|--|
| 1.1.1 All level 1 reading students will attend reading elective class to increase phonemic awareness and reading comprehension skills. | 2012/10/29 2013/01/17 2013/03/27 2013/06/07 | Cracking the Code Program Lesson Plans Paper Pencils | -Cracking the Code Teachers -Students | Benchmark scores Classroom Observations Teacher Feedback |
| 1.1.2 All core teachers will remediate high level 2 and low level 3 students in reading, math and science for 30 minute sessions each day. | 2012/10/29 2013/01/17 2013/03/27 2013/06/07 | Remediation booklets/materials Planning time Computers | -All Teachers -Students | Classroom Observation Lesson Plans Assessment Scores |
| 1.1.3 All staff will attend professional development aligned with Common Core State Standards. | 2012/10/29 2013/01/17 2013/03/27 2013/06/07 | Common Core State Standards Lesson Plans Markers Paper Pencils Media Center | -Principal -Assistant Principal -Central Office Staff -All Teachers | Sign-in sheets Teacher participation Teacher feedback Classroom Observation Lesson Plans |

Action Plan

Hertford County Middle School
2012-2017

Goal 2: Hertford County Middle School will utilize resources to maximize results.

Objective 2.1: To increase the effective use of school resources by at least 50% for all staff and students by the end of the 2012-2013 school year.

| Strategies | Monitoring Dates | Resources Required | Persons Responsible | Means of Evaluation |
|---|------------------|--|----------------------|-----------------------------------|
| 2.1.1 Teachers will utilize technology to enhance instruction. | 2012/10/29 | Computers | -Students | check-out |
| | 2013/01/17 | LCD Projectors | -All Teachers | Classroom Observation |
| | 2013/03/27 | Document Cameras | | Assessment Scores |
| | 2013/06/07 | Laptops SMARTBOARD MIMIOS Ipods | | |
| 2.1.2 Teachers will attend training several times each month on best practices through the use of technology. | 2012/10/29 | Computers | -Principal | Sign-in sheets |
| | 2013/01/17 | LCD Projectors | -Assistant Principal | Teacher feedback |
| | 2013/03/27 | Document Cameras | -All Teachers | Classroom Observations |
| | 2013/06/07 | Laptops SMARTBOARD MIMIOS Ipods | | Lesson Plans Assessment scores |

Action Plan

Hertford County Middle School 2012-2017

Goal 2: Hertford County Middle School will utilize resources to maximize results.

Objective 2.1: To increase the effective use of school resources by at least 50% for all staff and students by the end of the 2012-2013 school year.

| <i>Strategies</i> | <i>Monitoring Dates</i> | <i>Resources Required</i> | <i>Persons Responsible</i> | <i>Means of Evaluation</i> |
|---|--|---|----------------------------|---|
| 2.1.3 Teachers will include informational texts in lesson plans to help students think more critically. | 2012/10/29 2013/01/17 2013/03/27 2013/06/07 | Articles non fiction texts Paper Pencils Higher Order Thinking Questions Lesson Plans Common Assessments Thinking Maps | -All Teachers -Students | Lesson Plans Classroom Observations Formative Assessments Common Assessments |

Action Plan

Hertford County Middle School 2012-2017

Goal 3: Hertford County Middle School will teach students how to be healthy and responsible.

Objective 3.1: To provide students with healthy foods and a wealth of knowledge that will help them make well informed lifestyle decisions by the end of the 2012-2013 school year.

| <i>Strategies</i> | <i>Monitoring Dates</i> | <i>Resources Required</i> | <i>Persons Responsible</i> | <i>Means of Evaluation</i> |
|---|--|---------------------------------------|----------------------------------|---|
| 3.1.1 Students will attend health classes each semester to learn about healthful living. | 2012/10/29 2013/01/17 2013/03/27 2013/06/07 | Classroom Health Books Articles | -Students -Health/PE Teachers | Student grades Student feedback Common Assessments Formative Assessments |
| 3.1.2 Cafeteria staff will prepare and serve foods that are approved by the United States Food and Drug Administration. | 2012/10/29 2013/01/17 2013/03/27 2013/06/07 | Healthy Foods Cafeteria | -Cafeteria Staff -Students | Physical Fitness Test Student feedback Students weigh-ins |
| 3.1.3 Students will be required to participate in physical activities during Physical Education class. | 2012/10/29 2013/01/17 2013/03/27 2013/06/07 | Gym Sports equipment radio | -Health/PE Teachers -Students | Lesson Plans Physical Fitness Tests Teacher made tests Common Assessments Formative Assessments Student feedback |

Action Plan

Hertford County Middle School 2012-2017

Goal 4: Hertford County Middle School will implement comprehensive parent, family, and community involvement programs.

Objective 4.1: To increase the number of parents by 20% who are involved in the decision making process at our school by the end of the 2012-2013 school year.

| <i>Strategies</i> | <i>Monitoring Dates</i> | <i>Resources Required</i> | <i>Persons Responsible</i> | <i>Means of Evaluation</i> |
|---|--|--|---|--|
| 4.1.1 Host a Back-to-School Extravaganza annually for staff, parents, and business owners in the community to build sustaining relationships. | 2012/10/29 2013/01/17 2013/03/27 2013/06/07 | Pamphlets Carnival Items Sports Equipment | -All Teachers -Students -Parents -Business Owners | Community feedback Sign-in sheet Profits |
| 4.1.2 Invite parents to join the Parent, Teacher, Student Organization team. | 2012/10/29 2013/01/17 2013/03/27 2013/06/07 | Media Center handouts sign-up sheet school data | -Principal -Assistant Principal -Students -Parents | Parent Satisfaction Survey Parent sign-in sheet |
| 4.1.3 Utilize Alert Now Messaging System to keep parents informed about different events at school. | 2012/10/29 2013/01/17 2013/03/27 2013/06/07 | Alert System Script telephone service telephone | -Principal -Parents | Parent feedback Student feedback |

Action Plan

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2012-2017

Goal 5: Hertford County Middle School will maintain a student growth-centered accountability system.

Objective 5.1: To ensure students are able to monitor their progress on benchmark assessments with 100% accuracy by the end of the 2012-2013 school year.

| Strategies | Monitoring Dates | Resources Required | Persons Responsible | Means of Evaluation |
|---|--|---|---|--|
| 5.1.1 Teacher will progress monitor students performance and remediate/accelerate lessons as indicated by student data on benchmark and teacher made assessments. | 2012/10/29 2013/01/17 2013/03/27 2013/06/07 | Progress Monitoring sheet benchmark assessment data Paper Pencils | -All Teachers -Students -Central Office Staff | Lesson Plans Classroom Observations Assessments |
| 5.1.2 Students will monitor their individual progress after each benchmark using a progress monitoring chart. | 2012/10/29 2013/01/17 2013/03/27 2013/06/07 | Progress Monitoring chart Benchmark Assessment Data | -Students -All Teachers | Progress Monitoring Chart Benchmark Scores Classroom Observation Data Team Meetings |
| 5.1.3 Teachers will be partially evaluated based on student growth using the Teacher Evaluation Instrument. | 2012/10/29 2013/01/17 2013/03/27 2013/06/07 | Teacher Evaluation Instrument Common Core State Standards Assessment Scores | -All Teachers -Students | EOG Test Scores Teacher Evaluation Performance Classroom Observations |